



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

**PUBLIC MEETING NOTICE: REAL ESTATE EDUCATION COMMITTEE**

**MEETING DATE AND TIME: Thursday April 1, 2010 at 9:30 a.m.**

**PLACE: Division of Professional Regulation**  
861 Silver Lake Boulevard, Cannon Building  
**Second Floor Conference Room A**  
Dover, Delaware

**AMENDED AGENDA**

(Amended items are noted by an asterisk)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
  - 2.1 Meeting Minutes – March 4, 2010
- 3.0 Unfinished Business
  - 3.1 Discussion Regarding Annual Seminar Topics and Instructors
  - 3.2 Discussion Regarding Proposed Changes to the CE Requirements
- 4.0 New Business
  - 4.1 Review of Letters of Intent and Course Evaluations
  - 4.2 Review of Course Provider Applications
    - 4.2.1 Course Provider: Sussex County Association of Realtors
      - 4.2.1.1 Course Title: NAR – Employer Assisted Housing – Unlock a New Market
      - Credit Hours: 3
      - 4.2.1.2 Course Title: Broker Licensing Course
      - Credit Hours: 99
      - 4.2.1.3 Course Title: Sussex County Zoning
      - Credit Hours: 3
    - 4.2.2 Course Provider: Coldwell Banker Residential Brokerage
      - 4.2.2.1 Course Title: Short Sale Strategies
      - Credit Hours: 3
      - 4.2.2.2 Course Title: Equal Professional Service and You

Credit Hours: 2

- 4.2.2.3 Course Title: Sales Licensees Core Course  
Credit Hours: 3
- 4.2.2.4 Course Title: Green Buildings for Realtors  
Credit Hours: 3
- 4.2.2.5 Course Title: The Settlement Process  
Credit Hours: 2
- 4.2.2.6 Course Title: The Role of the Home Inspector  
Credit Hours: 2
- 4.2.2.7 Course Title: Short Sale Strategies  
Credit Hours: 2
- 4.2.2.8 Course Title: Purchase Contract Review  
Credit Hours: 3
- 4.2.2.9 Course Title: Understanding the Senior Real Estate Market  
Credit Hours: 2
- 4.2.2.10 Course Title: Consumer Rights and Rentals  
Credit Hours: 3
- 4.2.2.11 Course Title: From Contract to Closing  
Credit Hours: 2
- 4.2.2.12 Course Title: Introduction to Mortgage Financing  
Credit Hours: 3
- 4.2.2.13 Course Title: The ABC's of Home Warranty  
Credit Hours: 2

4.2.3 Course Provider: The Frederick Academy of Real Estate

- 4.2.3.1 Course Title: Ethical Practice  
Credit Hours: 3
- 4.2.3.2 Course Title: Commercial Real Estate Hot Buttons  
Credit Hours: 3
- 4.2.3.3 Course Title: Building a Better Settlement  
Credit Hours: 3
- 4.2.3.4 Course Title: Fair Housing  
Credit Hours: 3
- 4.2.3.5 Course Title: Foreclosures  
Credit Hours: 3
- 4.2.3.6 Course Title: Serving the Unsold Seller  
Credit Hours: 3
- 4.2.3.7 Course Title: Surviving New Fair Housing Testing  
Credit Hours: 3
- 4.2.3.8 Course Title: Tenant-in-Common Investment Basics  
Credit Hours: 3

4.2.4 Course Provider: McKissock, LP

- 4.2.4.1 Course Title: Property Condition Disclosure  
Credit Hours: 3
- 4.2.4.2 Course Title: Listing A Property & Cooperating with Other Licensees  
Credit Hours: 3

\*4.2.5 Course Provider: MetLife Home Loans

- 4.2.5.1 Course Title: Succeeding in Turbulent Times  
Credit Hours: 3

\*4.2.6 Course Provider: Keller Williams Realty

- 4.2.6.1 Course Title: Broker's Core Course  
Credit Hours: 6
- 4.2.6.2 Course Title: Home Staging Ins & Outs  
Credit Hours: 3

4.2.6.3	Course Title:	The Millionaire Real Estate Investor
	Credit Hours:	3
4.2.6.4	Course Title:	Social Media and How to Use it with Real Estate
	Credit Hours:	3
4.2.6.5	Course Title:	Salesperson Core Course
	Credit Hours:	3
*4.2.7	<u>Course Provider: Career WebSchool, dba Cengage Learning</u>	
4.2.7.1	Course Title:	Methods of Residential Finance
	Credit Hours:	6
4.2.7.2	Course Title:	Basic Real Estate Finance
	Credit Hours:	6
4.2.7.3	Course Title:	Pricing Property to Sell
	Credit Hours:	6
4.2.7.4	Course Title:	Tax Advantages of Home Ownership
	Credit Hours:	6
4.2.7.5	Course Title:	Business Management in a Real Estate Office
	Credit Hours:	6
4.2.7.6	Course Title:	Consensual Dual Agency
	Credit Hours:	3
4.2.7.7	Course Title:	Tax Free Exchanges
	Credit Hours:	3
4.2.7.8	Course Title:	ADA and Fair Housing
	Credit Hours:	3
4.2.7.9	Course Title:	Real Estate Math
	Credit Hours:	3
4.2.7.10	Course Title:	Ethics in Real Estate
	Credit Hours:	3

4.3 Review of Instructor Applications

- |       |                   |   |
|-------|-------------------|---|
| 4.3.1 | Robert Wheatley   | Continuing Education: Professional Enhancement: Planning and Zoning   |
| 4.3.2 | Virgil Bullis Sr. | Continuing Education: Legislative Update/Salesperson Core Course/Broker Core Course<br>Pre-Licensing: Orientation/Real Estate Sales/Real Estate Mathematics<br>Broker's Course: Brokerage (Sales Management)/Real Estate Documents/<br>Financing/Ethics/Mathematics |
| 4.3.3 | Andrew Staton     | Continuing Education: Legislative Update/Salesperson Core Course/Broker Core Course/ Professional Enhancement: NAR Ethics/Real Estate Concepts  |
| 4.3.4 | Laura Robelen     | Pre-Licensing: Orientation/Real Estate Sales  |
| 4.3.5 | Mark Randolph     | Pre-Licensing: Orientation/Real Estate Mathematics<br>Broker's Course: Financing/Mathematics  |
| 4.3.6 | Cynthia Thurman   | Continuing Education: Professional Enhancement: Mortgage Finance<br>Broker's Course: Financing  |
| 4.3.7 | Thomas Keehan     | Continuing Education: Professional Enhancement: Mortgage Financial<br>Broker's Course: Financing  |
| 4.3.8 | Phyllis Wilson    |   |

- Continuing Education: Professional Enhancement: Mortgage Finance  
Broker's Course: Financing
- 4.3.9 William Horan  
Continuing Education: Professional Enhancement: 1031 Exchanges
- 4.3.10 Geoffrey Baker  
Continuing Education: Professional Enhancement: Fair Housing/Anti-Trust/  
Ethics/Professional Standards/Agency
- \*4.3.11 Jeanne LaMere  
Continuing Education: Professional Enhancement: Methods of Residential  
Finance/Basic Real Estate Finance/Pricing Property to Sell/Tax  
Advantages of Home Ownership/Business Management in a Real Estate  
Office/Real Estate Math/Consensual Dual Agency/Tax Free Exchanges/  
ADA Fair Housing/Ethics in Real Estate
- \*4.3.12 Louis Schneider  
Continuing Education: Professional Enhancement: The Role of the Home  
Inspector  
Pre-Licensing: Real Estate Sales
- \*4.3.13 Jeffrey Baxter  
Continuing Education: Professional Enhancement: Mortgage Financing/Social  
Media Marketing  
Broker's Course: Financing
- \*4.3.14 Mark Sasscer  
Continuing Education: Professional Enhancement: Organization & Efficiency in  
the Light of the Changing Environment as it Affects Lenders &  
Realtors/Succeeding in Turbulent Times
- \*4.3.15 Anthony Kinch  
Continuing Education: Professional Enhancement: Risk Management – Home  
Warranty
- \*4.3.16 Ruth Sivils  
Continuing Education: Professional Enhancement: Manufactured Housing
- \*4.3.17 Susan Pomerantz  
Continuing Education: Professional Enhancement: Beyond NAR Green/NAR  
Green Designation

#### 4.4 Review Student Requests for Approval of Educational Activity

#### 5.0 Correspondence

#### 6.0 Other Business before the Committee (for discussion only)

#### 7.0 Public Comment

#### 8.0 Next Meeting – May 6, 2010

#### 9.0 Adjournment

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

Real Estate Education Committee

Agenda – April 1, 2010

Page 5

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.**